

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

July 18, 2013

The following are Minutes of a meeting and public hearing of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building, 7540 W. Braemar Lane, Frankfort, Illinois.

I. Call to Order

The Meeting was called to order at 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Anthony Granata, Jim Kohlbacher, Dave Macek, Craig Maksymiak, and Brian Mulheran.

Absent was: Jeff Roach

Also present was: Dave Anders, Park District Attorney

IV. Public Hearing/Public Input

Dave Macek made Motion 13-947 to open the floor for the Public Hearing of the Budget and Appropriation, Fiscal Year May 1, 2013 through April 30, 2014. Craig Maksymiak seconded. Motion carried in a vote by voice.

A copy of the Budget and Appropriation Ordinance No. 13-07-270 for Fiscal Year beginning May 1, 2013 and ending April 30, 2014, was posted for public inspection at the park district office.

A legal ad, noting the date, time, and place of the public hearing was published in the Monday, July 9, 2013 edition of the *Herald-News*.

No members of the public were present for input, and the floor remained open for thirty minutes while other business, not pertinent to the Budget and Appropriation Ordinance No. 13-07-270, was duly transacted at said meeting.

Dave Macek made Motion 13-948 to close the floor and adjourn the public hearing at 7:30 p.m. Craig Maksymiak seconded. Motion carried.

V. Correspondence

A. Appreciation

1. Letter received from the Addison Park District, expressing appreciation for the FSPD's donation of a foursome of golf with two power carts in support of their annual golf outing fundraiser.

B. Informative

1. Letter received from law firm of Ancel Glink, providing legal opinion on the potential transition of insurance coverage from current liability and workers comp carriers to PDRMA.

VI. Presentation of the June 20, 2013 Board Meeting Minutes.

Dave Macek made Motion 13-949 to accept the June 20, 2013 Board Meeting Minutes as presented. Brian Mulheran seconded. Vote on Motion: 5 Aye, 1 Abstained, Motion carried.

VII. Legal Report

Attorney Dave Anders stated that since the resolution of long-standing land transfer issues, there were no further legal matters to report.

Jim Randall informed Mr. Anders that the park district is considering changing liability and workers compensation insurance carriers to the self insurance pool of PDRMA. The proposed transition could take place on November 1, 2013, in advance of the January 1, 2014 liability insurance termination date. Information regarding the new carrier will be forwarded to Mr. Anders for his review.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Ken Blackburn accepted the June Treasurer's Report, pending audit.

Anthony Granata made Motion 13-950 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

Secretary, Jim Randall, read by title and requested consideration of Budget and Appropriation Ordinance No. 13-07-270, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting.

Dave Macek made Motion 13-951 to adopt the Budget and Appropriation Ordinance No. 13-07-270 as presented. Brian Mulheran seconded. Motion carried.

IX. Executive Director's Report

Jim Randall provided a sign message that could be posted at all park facilities, requesting groups to reserve parks prior to usage. Mr. Randall noted that when large groups are in attendance without proper supervision, the park district may incur a risk. No fees will be charged, but posting the requirement to complete forms for this type of use ensures the park district is aware of the groups' activities, and posted notices allow for enforcement of rules by the Will County Sheriff's Department or Tinley Park Police Department.

The annual audit is complete, and Mr. Randall anticipates receiving the financial statements over the next four weeks.

A summary and photo essay of the park district, a Gold Medal finalist requirement, was completed and forwarded to the NRPA.

The tennis court improvement project at Hunter Prairie Park is complete, and the parking lot will be resurfaced.

Mr. Randall reported that old playground equipment posing a hazard was removed, and a native planting bed was installed on one half of the playground area at Hunter Prairie Park. A native planting area was also installed at Kingston Park. Minimizing seldom used and aging playground areas provides an economical benefit by reducing the amount of mulch required on playgrounds.

Removal of dead trees is scheduled throughout the district. An outside contractor will remove both large trees and those that may pose liability issues during removal.

Crews are completing asphalt repair at various locations. Mr. Randall noted that aging parking lots may need to be resurfaced, costing \$30,000-\$40,000. These infrastructure improvements are not imminent, but can be scheduled over a five year period.

The office renovation project is underway, with maintenance staff completing the demo work and framing as a cost saving measure.

Jim Randall met with SHSD 161 Superintendent Barb Rains to discuss the current intergovernmental agreement. Through general consensus, the formalized agreement will not be renewed, but intergovernmental cooperative efforts will continue as they have for 30+ years, with an exchange of certificates of insurance between agencies. In addition the school district will provide a hold harmless clause, protecting the park district from liability issues that may arise during certain maintenance activities, i.e. snow plowing.

Mr. Randall discussed potential park district use of the mostly vacant Mary Drew Elementary School with Ms. Rains. The popular and growing Before and After School Program could be relocated to Mary Drew, benefitting both agencies and the community by making use of this recently renovated facility.

Vice President, Dave Macek, agreed to represent the park district by serving on a Summit Hill School District workshop committee.

Mr. Randall reported that Pam Kohlbacher, retired park district Board Member, will be recognized for her long-term service to the district at an upcoming Board Meeting.

Jim Randall reported on the following issues/complaints that the park district addressed:

- A homeowner in the Matteson subdivision of Odyssey, who is not a Lincoln-Way High School District 210 resident, objects to not having access to the free LWN walker and swim program.
- A child playing at the Lake of the Glens Park fell as the result of an old cast iron pipe that was buried in the ground. The park district was not notified by the parent, but Mike Smetana, of the Will County Land Use contacted Jim Randall, and the park district will correct the issue.
- Jim Randall receives many calls from residents regarding malfunctioning aerators in basins. A Plank Trail resident hired an electrician to repair an aerator in the basin behind her home, and wants to forward the bill to the park district.

President, Ken Blackburn, inquired about the missing sign that was located at the northeast corner of Community Park. The aging and damaged sign was removed, but Mr. Randall will secure a replacement.

X. Committee Reports

A. Maintenance

Sufficient maintenance department information was provided in the June Executive Director's Report.

B. Beautification and Natural Areas

Sufficient beautification department information was provided in the June Executive Director's Report.

C. Recreation

Sufficient recreation department information was provided in the June Executive Director's Report.

D. Early Childhood

No report

E. Internet and Technology

No report

F. Special Recreation

No report

G. Finance and Planning

No report

H. Township Planning Commission

No report

I. F.A.N.

No report

J. Golf Course

Jim Randall reported that the annual Golf Course Scholarship Tournament held on July 13th went very well, and \$9,000 was again raised which will enable the park district to provide nine scholarship awards to graduating high school seniors in the spring of 2014.

K. Office

No report

L. FOIA

No report

XI. Old Business

A. PDRMA- Park District Risk Management Association

Jim Randall reported that he has been in contact with Kevin Hoffman, a representative from the self-insurance pool of PDRMA.

Mr. Randall noted that outstanding claims could be a potential issue, due to the one year statute of limitations provided when filing a lawsuit. Although the park district is unaware of any unsettled matters, dual coverage for a two month period during the transition will safeguard the district against potential risk by ensuring no gaps in coverage occur.

XII. New Business

No new business was discussed.

XIII. Adjournment

Dave Macek made Motion 13-952 to adjourn the meeting at 7:34 p.m. Craig Maksymiak seconded. Motion carried.

Respectfully submitted:
Linda Mitchell